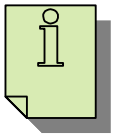
Introduction



We thank you very much for purchasing our product and hope that the following notes will assist you in obtaining maximum benefit from it.
The chair is designed to be used as a self-propelling, attendant operated or a transit chair. All the parts being interchangeable to facilitate simple change of operation should this be required. . However the chair is only supplied in one configuration, depending on your initial assessment, with the additional parts being purchased separately.

Before each use inspect the chair to ensure it is free from defects. Ensure the seat is set correctly for the user, refer to the Remove / adjust flexi-seat section of this manual.
We advise that vulnerable service users are not left unattended to use this equipment.

Model Type

Ref:	Description
7700	Osprey Options Stainless Steel Shower/Sani Chair – Self Propelled
7710	Osprey Options Stainless Steel Shower/Sani Chair – Attendant Operated
7712	Osprey Options Stainless Steel Shower/Sani Chair – Transit

Safe Working Load (SWL)

The standard range / model types are tested to a SWL of 150Kgs (330lbs). Please note that “special” custom built chairs may vary according to individual service user requirements.
The SWL is marked on each chair as part of the product labelling information.

Warranty

We are pleased to offer a standard warranty of 5 years on stainless steel frames (with 2 years on all other components) from the date of purchase. It is subject to the following general terms and conditions:

1. Should problems be experienced with any workmanship or materials within the first 5 years on the stainless steel frame (and the first 2 years on all other components) please contact your point of purchase or Aidservice Ltd within normal working hours 9am – 5pm Monday to Friday)

2. Please quote the serial number of the product (where applicable), which will be found on the front cover on this user guide or on the product itself.

3. The product will be repaired free of charge provided that it has been used in accordance with the guidelines and recommendations set out in this user guide, and serviced and / or maintained by Aidservice Ltd or a competent person(s) authorised by Aidservice Ltd.

4. The warranty does not cover replacements; adjustments of repairs arising from a
consequence of normal wear & tear, wilful damage of accidental damage,
misuse, neglect or any cause, which is beyond the manufacturers control.

5. The warranty also does not cover modifications or repairs made to the product by unauthorised persons or the use of unauthorised parts or any failure or malfunction due to incorrect and / or poor workmanship on the part of any person, other than Aidservice Ltd or a competent person(s) authorised by Aidservice Ltd.

6. This warranty does not affect your statutory consumer rights.

Adjustment – Transit wheels

To change / adjust the size, height or position of the transit wheels, a 19mm spanner, socket and ratchet are required.

1. Remove the covers from the axel bolts and wheel centre.
2. Remove the locking nut & washer from the axel bolt.
3. Select the position for the wheel and insert the axel bolt through the mounting plate.
4. Re-fit the washer and locking nut (locking nut should be replaced by a new nut)

Repeat the processes for the opposite wheel, Ensuring that the axel bolt in positioned in the same hole on the mounting plate. You will need to adjust the front castors to match the rear wheels as explained in section – Adjustment – seat height.

Servicing

We recommend that your shower/sani chair be serviced annually. All stainless steel models carry a 5-year warranty on the frame (2 years on all other components) and is subject to the product being serviced annually by Aidservice Ltd or competent person(s) authorised by Aidservice Ltd. Full Warranty details are shown on the back of this user guide.

Service & Maintenance record

Date	Nature of call	Reported problem	Parts replaced	Engineer Signature

Cleaning / General maintenance

1. Clean seat, back and frame with a mild soap solution / cleaning agent and a damp cloth.
2. "Towel" dry after use.
3. Regularly inspect all parts for defects
4. Keep castors / wheels free from lime-scale, soap, hairs and fibres.

In Multi-user situations, please be aware of any infection control policies that may be in force or appropriate.

The chair may be fitted with one or more of the following options:

a) Adjustable footrests b) Foldaway arms c) Adjustable height
d) Braked wheels / castors e) Lapstrap / harness f) Commode pan
g) Removable FLEXI-SEAT

For note on use, please see appropriate section of this manual.

Product Labelling

The product label shall show the following information, as a minimum:
Description of the product
Serial Number of the Product
Safe working load

Removal / Swing away Footrest

The footrest is designed to be swing away, detachable by a simple single-handed operation.
The footrest will automatically lock in place.

Squeeze the footrest mountings together and swing away
Lift up to detach

Re-fitting to chair, locate the footrest onto the pins on the mounting plates and swing into the locked position.

Note: footrest will lock into position.

Adjustment – Footrests

Note: Do not stand on the footrests as this may result in the chair tipping. The footrests have been designed to be removed or fold the footrests away to ease access to and from the chair.

The footrests are adjustable in length.

1. Release the bolt at the bottom of the footrest.
2. Slide out the footrest to the desired length.
3. Tighten the bolt.
4. Repeat operations 1 to 3 for the opposite side.

Armrests

Note: The armrests must not be used to help manoeuvre the chair, push handles are supplied for this reason.
Your chair may be fitted with two models of armrests;
Folding arms or Removable arms.

Folding Armrests

The armrest is a self supporting arm,.

- To raise the arm lift / fold upwards
- To lower the arm pull / fold downwards

Removable Armrests.

Fit into a socket on the side of the chair frame, located below the seat line.

- To remove the arm, release the hand wheel and pull / lift upwards.
- To replace the arm, Insert the tube end of the arm into the socket and secure with the hand wheel.

Braked wheels & castors

Attendant chairs are fitted with brake castors [identified by a red pedal]. This is a foot-operated brake.

1. Press down with the ball of the foot onto the front of the pedal to operate the brake.

2. Push back on the pedal to release.

Transit and self-propelling chairs are fitted with a hand-operated brake.

1. Push forward on the lever / handle to lock the wheels

2. Pull back on the lever / handle to release.

Lapstrap / Harness

The lapstrap is provide in one size only and can be adjusted to suit the service user.
It is fixed to the main frame of the chair by looping the end around the up-right and threading it trough a Tri-slide buckle. This can also be adjusted to lengthen or shorten the strap.

To release the buckle squeeze on the edge and pull apart.

Please refer to separate instruction manual provided.

Commode pan

The commode pan is mounted on a bracket under the seat.
It can be removed from the front or the rear of the chair.

Adjustment – Self Propelling Wheels

To change / adjust the size, height or position of the self-propelling wheels, a 19mm spanner, socket and ratchet are required.

1. Remove the covers from the axel bolts and wheel centre.
2. Remove the locking nut & washer from the axel bolt.
3. Select the position for the wheel and insert the axel bolt through the mounting plate.
4. Re-fit the washer and locking nut (locking nut should be replaced by a new nut)

Repeat the processes for the opposite wheel, Ensuring that the axel bolt in positioned in the same hole on the mounting plate. You will need to adjust the front castors to match the rear wheels as explained in section – Adjustment – seat height.

The brakes will also need adjustment and a suitably sized allen key wrench will be required.

1. Release the allen key bolt on the brake-mounting block.
2. With the brake in the fully released position slide the brake to the required position (leaving a gap of approx. 15mm between the bake and the tyre)
3. Re-tighten the allen key bolt
4. Repeat operations 1 to 3 for the opposite side.

Seat Type, Removal, Cleaning, Adjustment and Re-fitting.

Your chair is available with a choice of seat configurations and has been provided with the seat type and style agreed during the initial assessment.

Choice of seats are.

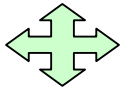
Gap Fronted / Horseshoe

Toilet / Aperture seat

Full seat – no hole used for showering only.

Flexi seat – two part split seat.

Removable / Adjustable FLEXI-SEAT



The rubber moulded FLEXI-SEAT prevents water ingress, minimising the risk of cross contamination.

The seat is secured by 4 bolts on the base of the seat and it can be removed for easy cleaning.
When removing the seat for maintenance or cleaning we suggest that you note the dimensions of the aperture and gap at the front of the chair to ensure it is re-fitted in the correct position.

Width of aperture	**Width of Gap**

The seat is adjustable in width to allow improved posture and comfort.

Ensure that the seat is set correctly for the user.

Ensure that the gap in the “Flexiseat” will not allow any part of the users body to become trapped.

To adjust the seat:

1. Remove commode pan [if fitted]
2. Release each bolt, to allow the seat to move
3. Position the seat as required.
4. Tighten the bolt.
5. Repeat operations 1 to 4 for the opposite side.

Minimum Gap at front width – 25mm

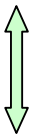
Minimum aperture width – 75mm

Maximum gap at front width – 115mm

Maximum aperture width – 165mm

Adjustment – Seat height.

Please Note: Height adjustment can only be achieved when the chair is not in use.



1. Remove the pin clip from the leg.

2. Select the desired seat height by sliding out the leg from the frame.
   Note: This is a telescopic action.

3. Refit pin clip.

4. Repeat the adjustment for the other legs.

Ensure all legs are adjusted equally.

Returning Products

In order to minimise infection risk, the Medicines & Healthcare products Regulatory Agency (MHRA) suggests that items being returned to a manufacturer should be decontaminated appropriately before return. (See MHRA DB 2003 (OX)). A certificate of decontamination may therefore be required before goods can be returned. Please contact the company or your supplier for further details.

Aidservice Limited is committed to a policy of continued product development, consequently we reserve the right to change or alter any specifications without prior notice.

USER GUIDE & PRODUCT INFORMATION FOR THE STAINLESS STEEL OSPREY OPTIONS SHOWER/ SANI CHAIR

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MODEL NO:	
TYPE:	
SERIAL NO:	